

TNI Information Technology Committee Meeting Summary June 21, 2018

1. Roll Call

| Participants | Present |
|----------------------------|---------|
| Daystrom, William | X |
| Evans, Nick | --- |
| Friedman, Maria | |
| Harrison, Paul | X |
| Hickman, Dan | --- |
| Kirkhman, Jennifer | |
| Parr, Jerry | X |
| Shepherd, Mei Beth (Chair) | X |
| Starr, Rip | |
| Ward, Keith (Vice Chair) | |
| Wlodarski, Jan | X |

2. Approval of May 2018 Minutes

No Quorum. Approval of May Minutes held over to July meeting.

3. Website/Content Management System Update

Website: William continues work on the **content management system** and a process for how to best update it from PowerDMS. Currently all Word documents are exported into a zip file and downloaded into one group, along with an html table that PowerDMS generates that lists the document names and effective dates. This provides William with most of what he needs to put those document into the CMS. What he doesn't get from PowerDMS are the SOP revision numbers or the status. We only publish final documents so maybe this isn't a problem. Jerry will double-check on that. William will also check to see if PowerDMS is giving him the latest version of the documents.

When will the first round of SOPs and Policies be in the new CMS? The current hold up is that the revision number is missing. We don't need the revision number on the main page because the document will be posted and it is included on the document. This will eliminate this problem and the first round can be posted sooner... the page with links can be published later today or tomorrow.

Internal Audit Database: William sent Ilona more information about the system. The Policy Committee had some minor questions, all of which will be resolved this weekend. William just needs to know what kind of reports they want and then he can build them. Ilona will be providing a demo of the system at the next Policy meeting 7/20/18.

2016 QA Checklist, final version, is now posted on the website. The 2009 version is also available on the website.

Coming late August: website encryption. Google is making more changes to how website urls are displayed in Chrome. Website are now to use SSL or encryption on all webpages – not just those with sensitive information. TNI has encrypted only pages containing sensitive information. Beginning in September, the browser address bar will no longer show the green secure label. In October, the browser address bar will start showing a red insecure label for non-encrypted sites. After New Orleans, William will be adding full website encryption to the website so the red flag does not appear.

4. LAMS/GenApp/Method Compendium Updates

Dan looked over the SOP and made a few minor changes and added a comment. He is worried about building in delays to establishing method and analyte codes if everything needs to be approved by PTPEC, AB Council, LASC, and others. Just as a reminder, the problem we had with WETT was that PTPEC changed methods so they no longer matched LAMS (not the other way around). Dan believes that communication issue has been fixed, however.

Dan also spent time on a call with the Micro committee and convinced them that they would not be successful trying to eliminate method revisions or revision dates to help simplify the micro method codes. He did ask them to look into the possibility of using a single method code for each method and not generating multiple method codes for each different media they used. He got pushback from EPA DW...seems they want a lot of method codes (one for every possibility). Micro is going to try something and share with the ABs for comment.

Dan established method codes for EPA SW-846 LEAF methods and added the PDFs to the repository. He did manage to find copies of some older EPA methods he was missing. He is working on adding the WETT methods to the repository now.

Dan worked with a large lab in Illinois and helped them submit an application to IL EPA using the GenApp. He found a couple of things that William was able to address and then things seemed to work fine.

Still no recent uploads for KS, IL, FL, NY, and NJ. Waiting for the first labs from OK, but expect that to go well.

Still working on my LAMS training webinar for ABs. It's harder than he thought it would be.

Jerry talked to EPA yesterday and simple method codes will just not work.

5. SOP 1-109 / Method Codes Discussion

Changes to SOP 1-109, Establishing, Validating, and Maintaining Analyte and Method Codes and Publishing Methods in TNI's Method Repository were discussed. More discussion will take place next month when Dan is on the call.

6. Next Meeting: July 19, 2018 at 3pm EST

Attachment 1
AB Status Update as of 05-17-18

| AB | Labs | Latest | FOAs | Latest |
|-------|------|------------|--------|------------|
| A2LA | 0 | | 0 | |
| ANAB | 0 | | 0 | |
| FL | 317 | 4/3/2018 | 0 | |
| IL | 31 | 12/30/2014 | 4257 | 7/19/2016 |
| KS | 59 | 4/30/2015 | 0 | |
| LADEQ | 53 | 4/6/2018 | 1059 | 2/14/2018 |
| LADHH | 2 | 1/31/2018 | 2305 | 4/30/2018 |
| MN | 66 | 8/21/2017 | 23900 | 4/3/2018 |
| NH | 56 | 1/3/2018 | 40505 | 1/3/2018 |
| NJ | 35 | 9/13/2017 | 50874 | 8/23/2017 |
| NY | 406 | 5/6/2018 | 0 | |
| OK | 0 | | 0 | |
| OR | 131 | 2/24/2018 | 75889 | 2/23/2018 |
| PA | 38 | 4/25/2018 | 196528 | 3/29/2018 |
| PJLA | 0 | | 156 | 12/28/2017 |
| TX | 159 | 4/24/2018 | 68769 | 4/24/2018 |
| UT | 71 | 3/16/2018 | 40020 | 5/9/2018 |
| VA | 56 | 5/14/2018 | 60903 | 5/14/2018 |